



## THE TOWN OF FENWICK ISLAND

800 Coastal Highway  
Fenwick Island, DE 19944  
302-539-3011 Fax: 302-539-1305

<http://www.fenwickisland.delaware.gov>  
Anthony J. Carson, Jr., MPA  
Town Manager

### Minutes of Planning Commission

July 8, 2008

Present: Susan Klein, Lois Twilley, John Regan, Phil Craig, Bryan Hall, Agnes DiPietrantonio

Members of the Public Present: None

Subject: Comprehensive Plan Implementation

Meeting called to order 2:00 PM by Phil Craig due to absence of Chair Winnie Lewis.

Approve minutes of 6/10/08 regular meeting

Motion to approve— Susan Klein

Second – Lois Twilley

All in favor to approve minutes. Minutes approved.

#### Discussion and Possible Action.

- **Finalize Annual Report to State**

**Motion** to approve draft document developed on 6/10/2008; present to Mayor Serio for signature; and transmit to the State – Lois Twilley

Second – John Regan

All in favor – Motion approved.

- **Cultural and Historic Resource Sub-Committee**

Tabled any action regarding formation of the sub-committee until August meeting so that all members could be present.

#### Discussion

Agnes DiPietrantonio advised that she verified with Town Manager, Tony Carson, that the Planning Commission may appoint a sub-committee to report to it regarding cultural and historic activities. Such activities might include:

- Photodocument town's present condition – This will give a snapshot of the current cultural and historic assets. These photos may be used

by Emergency Management in the event of a disaster that alters the current condition. The photos might also serve as a basis for the development of a “pattern book.” This pattern book could be used to give a broad visual perspective of the town and help suggest possible development/redevelopment concepts that would be sympathetic to the current and desired character of the town.

- Secure significant items (photos/documents) from residents in order to scan them to a digital archive. **Susan Klein** suggested that some of these might form the basis for a wall display in the renovated Town Hall.
- Following **Chris Clark’s** previous suggestion, the sub-committee could host (in conjunction with the Parks and Recreation Committee) a week long “Old Fenwick Island Days.” The sub-committee would be charged with gathering oral histories from residents.
- Develop a “walking tour” brochure to include culturally significant stops. Normally a brochure is used but recently a grant was announced to assist with developing electronic tours that could be downloaded to a PDA as well as establishing a web site to address the same ideas. **Phil Craig** offered to contact DelTech regarding students who might be interested in creating line-drawings for inclusion in the brochure. **Susan Klein** questioned if SHPO could provide interns to assist with the effort.

#### ▪ **Implementation Objectives for the Year Beginning August 2008**

Tabled any action until August meeting so that all members could be present.

### **Old Business**

**Phil Craig** reported that there has been one Public Workshop on Flood Elevation and that a second will be on Thursday 7/10/2008. The first was well attended. There appears to be some misunderstanding about the objective and Mr. Craig reiterated that the objective is to provide a fair and equitable measuring method and he believes the use of Base Flood Elevation (BFE) is the way to do that. Tabled any action regarding formation of the sub-committee until August meeting so that all members could be present. **Susan Klein** questioned why this is being addressed and Mr. Craig pointed to the Comprehensive Plan (Section 3-8 *Objectives: 2.1*)

- Strengthen the existing residential zoning code provisions.
  - Build on the recent floor area ratio and lot area coverage amendments to further articulate mass and scale.
  - Maintain the 30-foot maximum building height but consider amending how height is determined (measured from crown of street, highest point of building).

## **Liaison Reports**

**Susan Klein** – Reported on Environmental Committee activities

## **Next Meeting Date.**

August 19, 2008 @2PM. This is the third Tuesday of the month due to vacation schedules.

## **Public Participation**

None

Motion to adjourn – Susan Klein

Second – Lois Twilley

All in favor

Meeting adjourned 3:00 PM

Respectfully submitted,

Phil Craig, Secretary

Agnes DiPietrantonio TOFI recorder